



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## **Policies and Procedures Minutes 12/7/2010**

### **APPROVED MINUTES**

**Arlington School Committee**  
**Policies and Procedures Subcommittee**

*December 7, 2010*

The meeting was called to order by Judson Pierce, Chair, at 5:30 p.m.

#### **In attendance**

Judson Pierce, Leba Heigham, Cindy Starks

#### **Approval of Minutes**

The minutes were read from the November 23, 2010 meeting and approved unanimously on a Motion made by Ms. Heigham and seconded by Ms. Starks.

#### **Public Participation**

Doug Grant, parent and concerned citizen, spoke to the Subcommittee about issues relating to the proper following of policies and procedures. He informed the Subcommittee that he was planning to speak to the full School Committee at its next meeting.

#### **Review of Subcommittee Policies and Implementation of a Liaison Policy**

It was determined to continue to review what other districts have for standing subcommittees and report back.

Regarding liaison assignments, it was felt that we have a general policy giving flexibility to the Chair and full School Committee to make appointments when necessary.

- Review of Survey of SC Members regarding time and date of meetings. Consensus was that Thursday would be preferred date and preferred start time would be 6:30pm-10:00pm. The suggestion was made to talk with others including administration, the School Committee and ACMI to find out if this date and time would work for all. If so, we will request at our next Subcommittee meeting that these changes have a first reading at the January 11, 2011 School Committee Meeting.
- Next Meeting: December 22, 2010, School Committee Room, 5:30pm

Motion to adjourn was made by Ms. Starks at 6:25pm, seconded by Ms. Heigham and was passed unanimously.